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MEMORANDUM FOR: Chief, Fiscal Division

24 May 1962

ATTENTION : Payroll Branch

FROM : Chief, Finance Division

SUBJECT : Salary Indebtedness -

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1. Finance Division has established an indebtedness of \$209.28 against Miss [REDACTED] for an outstanding salary overpayment occurring, due to amended Periodic Step Increases, during the period 1954 - 1960.

2. It is requested that Fiscal Division effect the collection from Subject's salary at the rate of \$14.28 for the period beginning 13 May 1962 and \$15.00 each pay period thereafter until the total of \$209.28 is recovered.

3. The amounts recovered from Subject's salary each pay period should be transferred to Finance Division for credit to General Ledger Account 150.1, sub-object #203, Employee number 55189.

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Chief,  
Finance Division

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